

# REPUBLIC OF KENYA



## PARLIAMENT OF KENYA THE NATIONAL ASSEMBLY

### INVITATION TO TENDER

#### ADDENDUM TO

TENDER NO. NA/RFP/02/2018-2019 FOR PROVISION OF EXTERNAL AUDIT CONSULTANCY SERVICES FOR PURPOSES OF AUDITING THE OFFICE OF THE AUDITOR GENERAL FOR THE PERIOD- 2014/15, 2015/16, 2016/17 AND 2017/18

Following the Invitation to Tender for the above-mentioned consultancy services on **5<sup>th</sup> April 2019** and a Pre-Bid Meeting held on **Wednesday, 17<sup>th</sup> April 2019** with interested firms, the National Assembly wishes to clarify as follows: -

#### **1) Clause 2.10.6-preliminary evaluation requirements (page 16 of 65)**

**a) Requirement No. 5 is amended to read,**

*'Submit a firm's profile detailing among others, the names of the Sole Proprietor/the Partners, key staff and organizational structure.'*

**b) Requirement No. 6 is amended to read,**

*'CVs of at least three (3) key staff with relevant academic and professional qualifications and adequate experience in undertaking assignments of similar magnitude preferably in large Government Institutions and Regulatory bodies.'*

**c) Requirements No. 13 and 14 are deleted and replaced with,**

*'Submission of a valid Sole Proprietor/Partners' Certificate of good standing from ICPAK.'*

#### **2) Section V: - Terms of Reference**

**a) Clause 1- Background (page 36 of 65)**

Background information is amended by including; *"The Office of Auditor General is an Independent office established under Article 229 of the Constitution. It is charged with the mandate of among others auditing and reporting on the accounts of any entity that is funded from public funds. The Office of the Auditor General is located in Nairobi (Anniversary Towers) with branches in several parts of the country."*

**b) Clause 3 (b)- Required Profile of Audit Firm (page 37 of 65)**

- i. Clause 3 (b) (i) is amended to read, *'Be registered with Institute of Certified Public Accountants of Kenya and its sole proprietor or partners who shall be handling this assignment must hold a current Practicing Certificate.'*
- ii. Clause 3 (b) (ii) is amended to read, *'Have at least three associates who must be of good standing with ICPAK.'*
- iii. Clause 3 (b) (iii) is amended to read, *'Should have been in operation for a period of at least five years.'*

**c) Clause 3 (c) (d)-Tender Submission (page 38 of 65)**

Clause 3 (c) (d) is amended to read,

*'d) Bidding firms should also submit the following documents with their Technical Proposals:*

- *Proof of registration with ICPAK.*
- *Sole Proprietor's/ Partners' Certificate of Good Standing from ICPAK;*
- *Confirmation that the firm and /or its partners and key staff are not aware of any conflict of interest which may exist between the auditee and the auditor. '*

**3) Extension of the tender closing deadline.**

The tender closing date is hereby extended to **Friday, 3<sup>rd</sup> May 2019 at 11.00am.**

- 4)** The Minutes of the Pre-Bid Meeting held on 17<sup>th</sup> May 2019 have been forwarded to the email accounts of the firms that attended the meeting. Any other interested firm may obtain the Minutes from the Procurement Office located on **13<sup>th</sup> Floor, Protection House, Nairobi** within normal working hours and a day before the tender closing deadline.

The other terms and conditions of the Request for Proposal (RFP) document remain the same as earlier advertised.

**CLERK OF THE NATIONAL ASSEMBLY**